

Community Preservation Committee
Meeting Minutes
Meeting of December 21, 2010
Room 008 Warren Building

The Community Preservation Committee met in Room 008 at the Warren Building on December 21, 2010.

Present were the following CPC members: Jack Morgan (Chair), Allan Port (Vice Chair), Tony Parker, Joan Gaughan, Dwight Lueth, Don McCauley, and Stephen Murphy. Susan Minio, CPC administrative assistant was also present. Absent: Jim Conlin and Bob Goldkamp.

Also in attendance:

Maura Murphy, Advisory and CPC Liaison, Ellen Gibbs, Board Of Selectmen and CPC Liaison, Rose Mary Donahue and the Fuller Brook Park Coordinating Committee: Herb Nolan; Heidi Gross, NRC; Neal Seaborn, Chair of NRC; Bill Charlton, DPW; Bob White, Trails; and Peter Fergusson, Historic Commission.

The Chair called the meeting to order at 7:37 PM.

Citizen Speak

No citizens chose to speak.

Progress Report on Fuller Brook Park Project and discussion of the path forward – Rose Mary Donahue and Fuller Brook Park Coordinating Committee.

Handouts: Phase 2 Preliminary Design, Public Meeting #3; Detailed Cost Sheets by Segment by Pressley Associates.

Mr. Seaborn and Ms. Donahue gave an overview of the last meeting and highlighted a few of the issues and topics that have been covered including issues with the path materials. Ms. Donahue did mention that the work and report done by Halvorsen was very soft and therefore the cost of the project as projected is substantially higher. The consultants are now taking a closer look at the plan. A new figure should be available in the New Year. An application for the next phase of the project is scheduled to come to the CPC by the 14th of January.

Don McCauley asked whether or not the special studies now recommended should be done prior to the start of the next phase? Ms. Babson believes that the studies would be phased in at the appropriate time during the design work. Ms. Donahue clarified that detail design work would not be done in any segment before they understood all the issues and best solutions.

The Chair, pointing to the success of the Clock Tower Supplemental Appropriation request, requested that the FBPCC do its best to get an RFP/RFQ out and back with a firm bid prior to the ATM. Mr. Seaborn expressed concern at getting an RFP done and back by Town Meeting and there was a brief discussion around the project's timing. The DPW will help the FBPCC explore this option and the FBPCC will let the CPC know by the January 5th CPC meeting whether it is feasible to have an RFP or RFQ in hand for the ATM. In addition to the RFP help, there was a brief discussion on the desirability of the DPW managing this project moving forward due to staffing and skill-set availability.

On 19th January, CPC and Advisory will attend a joint meeting with the project constant who will provide a more detailed and nuanced understanding of the work done and the work to be done on the project.

The Chair expressed his appreciation for all the work done to date on the project and reaffirmed his desire to go to TM very prepared to help this project succeed.

Discussion of Long Range Planning questions.

The Chair began the discussion on the CPC 5-year plan. After laying out the major projects before the Committee, including Fuller Brook and a possible St. James project, he opened the discussion to the Committee to get a feel for everyone's interest in either paying for projects out of cash-on-hand or borrowing. After an in-depth discussion about annual incomes vs required reserves and projected projects, it was agreed that the chair would put together some preliminary documents allocating approximately \$3.5 Million for St. James and \$3 Million for the Fuller Brook Project in the FY 12 and FY 14 budgets. Once the Committee can look at the cash balances and suggest additional place-holder projects, the CPC can decide when it would be prudent to borrow or use cash to support approved projects. Further discussion will continue at the next CPC meeting.

Project updatesElectric Substation:

No application in hand. Not likely for this year but perhaps FY 13

WHDC Equity Grants

WHDC is asking for 450K which is just under 40% of CPC revenue for next year and will likely continue to do so going forward. They will attend the next CPC meeting to discuss their plans going forward.

Scheduling of a Public Hearing and Meeting(s) with the Selectmen re CPA Long Range

CPC is required by statute to hold a hearing and this year the focus will likely be on Long-range Planning. The Public Hearing is scheduled for January 26th at the Great Hall. Additional meetings are as follows:

January 5th Warren Building

January 19th Great Hall

January 26 Great Hall and Public hearing

Minutes Approval

Approval of the minutes from the following meetings: November 3rd, November 17th, November 30th

Joan Gaughan moved to approve the minutes from November 3, 17, and 30.

Stephen Murphy seconded the motion. After a vote, the minutes were approved unanimously.

Adjourn

Stephen Murphy made a motion to adjourn the meeting. It was seconded by Alan Port. The meeting adjourned at 9:25 after a unanimous vote.